



OAHU CIVIL DEFENSE AGENCY

William D. Balfour, Jr., Acting Administrator

POWERS, DUTIES AND FUNCTION

The Oahu Civil Defense Agency (OCDA) is established by Section 128-13, Hawaii Revised Statutes, and Section 6-104, Revised Charter of the City and County of Honolulu. Functions of the Agency are to develop, prepare for, and under disaster or emergency situations, assist in the implementation of Emergency Management plans and programs to protect and promote the public health, safety, and welfare of the City. In addition, the Agency coordinates the Emergency Management activities and functions of the City with those of the State and Federal governments and other public or private organizations for Emergency Management within the County.

In performing these functions, we conform to the standards for local preparedness set forth by the Federal Emergency Management Agency by performing awareness, prevention, preparedness, coordinated response, and recovery activities and planning.

Threats/hazards against which we direct our efforts include enemy attack; natural disasters such as hurricanes, earthquakes, tsunamis, flooding, high surf, and high winds; man-caused disasters such as aircraft crashes, radiological incidents, marine and inland oil spills, and hazardous material releases; and acts or threats of terrorism to include terrorist use of weapons of mass destruction.

HIGHLIGHTS

- Homeland Security Program
- Community Emergency Response Team
- Maunalani Heights Hazardous Materials Response

ORGANIZATION

Our authorized staff includes an Administrator, Plans and Operations Officer, Radiological Defense and Logistics Officer, Communications Officer, Disaster Preparedness and Recovery Officer, Education and Training Officer, Hazardous Materials Officer, Secretary, and Clerk. All staff positions are civil service.

A trained and dedicated Civil Defense Volunteer force of approximately 150 individuals operates in support of OCDA and other City departments and agencies during response actions. To facilitate volunteer support, Oahu is divided into six Volunteer Civil Defense Districts. Each District functions under the direction and supervision of a Volunteer District Coordinator. Coordinators further subdivide their Districts into smaller working areas led by Team Leaders. Team Leaders have the responsibility to know their areas and to anticipate the problems that may arise in the event of a disaster. The volunteers assist in accomplishing various preparedness and response actions. We have a positive program to support the volunteers, including funding for radios, safety equipment, meals while on duty, mileage reimbursement for personal vehicles, an awards program, and monthly training classes to ensure volunteers are qualified to accomplish required activities.

The OCDA staff is augmented by Staff Volunteers who provide technical/professional advice and operational/administrative assistance. These volunteers include a Tsunami Advisor and Tsunami Education Volunteer, Health Care Advisor, Shelter and Communications Specialists, and a Radio Amateur Civil Emergency Services (RACES) group.

GOALS

Our primary goal is to develop a high level of proficiency within our staff and among volunteers, government, and private sector organizations. This results in a well-coordinated and timely response to any disaster that may threaten or strike the City. A continuing goal of near equal importance is the expansion of public information and education programs so that awareness and preparedness are heightened. This ensures that emergency actions by residents and visitors alike are predictable and in consonance with emergency plans.

OCDA's primary goal of Emergency Management proficiency in the City's Emergency Operating Center (EOC) is ongoing. Weekly training sessions on EOC technology and software ensure a well-coordinated and timely response to any disaster, natural or otherwise, that may threaten or strike the City.

The Honolulu Urban Area Working Group (HUAWG), formed in 2003 to assess and strategize the City's response to an act of terrorism, is facilitated by OCDA and has as its goal the universal Homeland Security issues of interoperability and standardization.



Oahu Civil Defense Agency Community Emergency Response Team

The HUAWG shall be the standardization governance structure to ensure that equipment and technology are interoperable between the City's First Responders during the next emergency or catastrophic event.

Another critical goal is the establishment of the Community Emergency Response Teams (CERT) in the various communities around the City. Federal funding is available to ensure that the recruitment of CERT volunteers is ongoing and spearheaded by a contracted CERT coordinator.

Another OCDA goal is to ensure a balance between the focus and funding of the campaign against terrorism and an All-Hazards strategy that understandably has been less of a concern since the tragedies of 9-11-01. The phenomena of numerous storms and hurricanes, which impacted the State of Florida in 2004, could easily be replicated in the Pacific Basin. Our Islands lie just north of what is considered the "Hurricane Corridor" of the Pacific, and we have been fortuitous in dodging many close calls since Hurricane Iniki in 1992. The City and County of Honolulu has experienced many types of natural disasters such as wildfires on the Leeward Coast that claimed 800 acres and threatened many homes and subdivisions.

A major goal for Oahu Civil Defense and the City is meeting National Incident Management System (NIMS) Compliance standards.

The National Incident Management System (NIMS) was developed to provide a system that would help emergency managers and responders from different jurisdictions and disciplines to work together more effectively in handling emergencies and disasters. Most incidents are handled on a daily basis by a single, local jurisdiction at the local level, often by fire personnel, EMS and law enforcement. Even for incidents that are relatively limited in scope, coordination and cooperation amongst the responding organizations makes for a more efficient response.

When NIMS is adopted and used nationwide it will form a standardized, unified framework for incident management within which government and private entities at all levels can work together effectively. The NIMS provides a set of standardized organizational structures such as the Incident Command System and standardized processes, procedures and systems. These processes and procedures are designed to improve interoperability among jurisdictions and disciplines in various areas — command and management, resource management, training, communications.

City and County of Honolulu efforts to implement NIMS must include the following:

- Incorporate NIMS into existing training programs and exercises
- Ensure that federal preparedness funding is available for local NIMS implementation
- Incorporate NIMS into Emergency Operations Plans
- Promote intrastate mutual aid agreements
- Coordinate and provide NIMS technical assistance to local entities
- Institutionalize the use of the Incident Command System

The City and County of Honolulu should support NIMS implementation through the following:

- Identifying appropriate City Second Responders who should complete the NIMS Awareness Course: "National Incident Management System (NIMS), An Introduction" IS 700. This independent study course developed by the Emergency Management Institute (EMI) explains the purpose, principles, key components and benefits of NIMS.
- Formally recognizing NIMS and adopting NIMS principles and policies. The City should establish legislation, executive orders, resolutions or ordinances to formally adopt NIMS.
- Establish a baseline by determining which NIMS requirements the City has met. Clearly state what NIMS concepts and protocols have been implemented. If gaps in compliance with NIMS are identified, the City should use existing initiatives such as the Office for Domestic Preparedness (ODP) Homeland Security grants programs, to develop strategies for addressing those gaps.

The Honolulu Fire Department has volunteered to lead these efforts with the support of the Oahu Civil Defense Agency and Hawai'i State Civil Defense.

PLANS AND PROGRAMS

Homeland Security Program

OCDA continues to manage and facilitate grants received from the U.S. Department of Homeland Security (DHS). These funds have been allocated to the City's first responders and support agencies to purchase personal and support equipment and specialized vehicles to prevent or respond to acts of terrorism against the people of Honolulu. These acts may involve chemical or biological agents, or radiological, nuclear, and explosive devices (CBRNE). Funds were also provided to departments for the purpose of attending conferences, workshops and meetings to expand their knowledge and training in an effort to combat terrorism.

OCDA also facilitated the development of goals and objectives for the City to serve as the means of achieving desired, measurable results. A committee comprised of city agencies called the Honolulu Urban Area working Group (HUAWG) adopted these goals and objectives. HUAWG's plan to address terrorism through equipment acquisition, training, exercises and plan updates was approved by DHS and the Hawaii State Civil Defense Division. This plan covers the four major functional areas for combating terrorism: Prevention, Preparation, Response, and Recovery. The City has received about \$37.1 million since FY 2001 to implement

this plan, which was adopted by HUAWG in FY 2004. The Honolulu Police department (HPD) received \$11.8 million, the Honolulu Fire Department (HFD) received about \$8.8 million and the remaining funds, \$16.5 million, went to OCDA, Department of the Medical Examiner, Planning and Permitting, Emergency Medical Services, Facilities Maintenance Security, Board of Water Supply, Environmental Services and the Department of Information Technology.

HUAWG is implementing the *Interoperable Communication Technical Assistance Program Plan*, which addressed communication amongst first responders. During this period the Honolulu Fire Department moved communications from VHF to the 800 MHz system and 800 MHz radios were provided to our City Emergency Medical Services vehicles to further enhance the goal of interoperability amongst the first responder community. Testing of the planned interoperability is going well with technical support being provided by DHS.

OCDA is currently updating the City Emergency Operating Plan (EOP) based on guidance outlined in the new National Incident Management System (NIMS) and the National Response Plan (NRP). A planning grant allows us to revise the EOP to ensure it is in compliance with Federal guidelines.

The City, through OCDA, will continue to participate with State and Federal entities to maintain communication and cooperation at all levels. Lastly, partnering with private organizations and corporations to inform the public of non-governmental services will continue, since it brings all sectors of the community together.

Community Emergency Response Team (CERT)

CERT began in 1995 as a non-funded OCDA program. The program trains groups of individuals who could self-activate in the event of a catastrophe and to provide assistance in their neighborhoods before emergency responders arrive. They are trained in emergency management awareness, first aid/CPR, light fire suppression, light search and rescue, and damage assessment. For the second year, DHS funded an expansion of this program, allowing OCDA to purchase equipment (helmets, vests and back-packs) for the Teams. Funding has allowed CERT to expand the instructor corps, train more Teams, and purchase additional equipment (work and nitrile gloves, flashlights, first aid kits, goggles, and dust masks.) Continued CERT funding will provide for additional recruitment, training, community outreach and additional public awareness activities.

MITIGATION

StormReady and TsunamiReady

OCDA worked closely with the National Weather Service (NWS) and on June 8, 2005, the City and County of Honolulu received national recognition for being StormReady and TsunamiReady.. StormReady and TsunamiReady recognition identifies communities that have implemented extreme weather-related mitigate strategy, developed a monitoring infrastructure and a warning systems that will save lives and protect property.

County Wind Mapping into Building Code Design

OCDA worked closely with the Department of Planning and Permitting and Martin & Chock Structural Engineers to coordinate a FEMA grant to incorporate wind speed up mapping into the next County Building Code.

County Hazard Mitigation Plan

To ensure hazard mitigation planning, we submitted the first County Multi-Hazard Pre-Disaster Mitigation Plan. The plan is risk and vulnerability based, and identifies major mitigation projects that the City can initiate. The plan is pending approval by the Federal Emergency Management Agency (FEMA). Approval of this plan is mandated by the Disaster Mitigation Act of 2000 and will ensure continued mitigation funding of City projects.

Hurricane Shelter Resurvey Program

OCDA surveyed seven (7) Macy's Stores, three (3) schools, three (3) medical facilities, and eight (8) military facilities on Oahu to determine hurricane safe sheltering capabilities within each facility. Facilities who agree to be designated as a private shelter can protect their own staff and guests, thus saving public shelter space. This designation protects facilities from civil liability during exercises and operations.

Bioterrorism Response

OCDA continues working relations with the State Department of Health (DOH) and Healthcare Association of Hawaii (HAH). These entities would assist the City during either a bioterrorism attack or a zoonotic outbreak. The DOH represents the Public Health response and the HAH represents private hospital and clinic responses. Close liaison and planning resulted in regular meetings with both entities together with the entire response community. As a result, there are improved plans and protocols established for a possible outbreak, whether from a terrorist attack or from a release.

Hazardous Materials Response

Oahu Civil Defense was involved in the planning and response to recover vials of unknown liquid from a Maunalani Heights private residence. Working with a Unified Command response team involving Federal, State, County, and Non Government entities, more than 100 vials were secured and moved to Wheeler Army Air Field for identification and handling by the U.S. Army Technical Escort personnel.

Campbell Local Emergency Action Network

The Oahu Civil Defense Agency continued its close association with the Campbell Local Emergency Action Network (C.L.E.A.N.). OCDA assisted in the development of a project to install indoor siren simulators at three (3) schools neighboring Campbell Industrial Park and worked with C.L.E.A.N. to develop an evacuation plan for Campbell Industrial Park. OCDA also participated in the review of the 2005 CLEAN Emergency Resources Guide for Businesses at Campbell Industrial Park, and the guide was posted on the LEPC website.

Honolulu Local Emergency Planning Committee (LEPC)

The agency, in agreement with the Honolulu LEPC, prepared a project to update the City's Hazardous Materials Plan and hired a consultant for the project. The Pearl City – Waipio Gentry Project will assess businesses in the vicinity of the Pearl City Industrial Park and the Waipio Gentry Business Park that store or utilize hazardous materials, and prepare a vulnerability assessment for those chemicals. This project is funded by a grant from the Department of Transportation Hazardous Materials Emergency Response Program (HMEP), and is the third installment to update the City's Hazardous Materials Plan.

The Honolulu LEPC also worked with the Hawaii State Emergency Response Commission to refine the electronic submission program for Tier II reports. Tier II Cameo facility data was established and facilities were plotted on Marplot maps and the data was provided to HFD HAZMAT units.

The LEPC facilitated a C.L.E.A.N. donation of \$8,000 to sponsor five additional HFD personnel to attend the Continuing Challenge HAZMAT Workshop in Sacramento, California. LEPC members also attended the Hazmat Explo Conference in Las Vegas, Nevada and the 2005 National Association of SARA Title III Program Officials (NASTTPO) & HMEP Grants Conference in Portland, Maine.

LEPC HAZMAT Exercises

CONOCO Phillips Oil Spill Drill

LEPC Hazmat Training

WMD Terrorism Incident Operations for Emergency Responders

Hazmat 1st Responder Operations

Biological Warfare Operations

EPA Risk Management Program

HAZWOPER Refresher

LEPC Exercises

Healthcare Association of Hawaii Hazmat Exercise

93rd CST Exercise

LEPC Tours – Coordinated/Participated

HECO

Pearl Harbor Environmental Programs

LEPC Meetings

USCG Area Committee

CLEAN

HSERC

LEPC

Environmental Crimes Task Force

Navy and Air Force Restoration Advisory Boards

Oceania Regional Response Team

Communications and Warning

Conversion of OCDA communications systems to 800 MHZ is 97% completed and 80% of volunteers are equipped. Radios are being programmed and issued to users on a need basis. New upgraded radios are being added for Federal Interoperable compliance as funds permit. Eighteen additional APCO Project 25 Compliant radios were added during this period, with more being acquired next year.

The Siren Warning System coverage continues to improve. OCDA and State Civil Defense personnel are in the planning phase of adding additional sirens to the network. Additional system upgrades are still going through the review process.

The Radio Amateur Civil Emergency Service (RACES) organization continued to expand its emergency services to the community and the City. RACES deployed amateur radios in 50% of fire stations and several repeaters in planning for possible deployment of amateur radio operators.

Hawaii Emergency Preparedness Executive Committee (HEPEC)

OCDCA continues to participate in this coordination and information group organized to facilitate interaction between the armed services and the emergency response community and to share matters of common interest. Topics and issues discussed in these meetings included:

- Statewide hurricane exercise
- Interaction with the JRAC-HI
- Coordinated exercise schedules
- Weapons of Mass Destruction training
- Chemical support team

Emergency Food

OCDCA maintained 132 cases (12 meals per case) of Meals-Ready-to-Eat (MRE) to be used as emergency food for City EOC staff. An agreement with the U.S. Army allows rotation of unused meals before their expiration date at no additional cost.

Radiological Defense Monitoring Equipment

The Honolulu Fire Department (HFD) has custody of 100 low range (0-50mR) CDV-700 radiological survey meters, which are at the Fire Training Bureau (50 each) and fire stations. State Civil Defense provided these meters.

TRAINING

Civil Defense Staff

Civil defense staff received training in the following subject areas:

- Community Emergency Response Team (CERT) Training
- CERT Instructor Training
- Department of Justice—Terrorism Emergency Response Training
- Department of Justice—Terrorism Incident Command Course
- Emergency Preparedness Liaison Officer
- GASCO Emergency Procedures
- Incident Response to Terrorist Bombing
- Integrated Emergency Management Course
- Response to a Biological Attack: Integrating Public Health and Law Enforcement
- Perimeter Security When Victims are Present
- Developing and Implementing Interoperability Communications
- Emergency Planning
- Introduction to the Incident Command System
- Exercise Design Course
- Principles of Emergency Management
- Developing and Managing Volunteers
- Household Hazardous Materials
- Tabletop Exercise Design and Development
- Mitigation for Homeowners
- Mail/Bomb Threat Awareness Course
- Prevention of Sexual Harassment
- Principles of Emergency Management
- Public Assistance Operations
- Terrorism Awareness Workshop
- USCG Incident Command Course
- State Dept of Health/Strategic National Stockpile PIO/JIC Training
- US Coast Guard Mental Health Training
- ICS 401-404
- National Incident Management System
- National Response Plan
- Skywarn

WMD Training

OCDA continues to send responders from key departments of the City to train at the US Department of Homeland Security facility in Socorro, New Mexico. They were sent for one-week sessions to train on honing their skills in responding to WMD Terrorism Bombings incidents, and to become trainers in bomb awareness programs.

Civil Defense Volunteers

Civil defense volunteers received the following training:

- Domestic Preparedness Program
- Review of Hurricane and Tsunami Standard Operating Procedures
- Shelter Selection Criteria
- Hazard Material Familiarization
- Volunteer Activation Policy
- Shelter Operations
- HPD Traffic Control Procedures
- NWS Hurricane Season Review
- New Volunteer Orientation
- Volunteer Manual Review
- CERT Training
- 800 MHz Radio Operations
- High Surf SOP Review
- Flash Flood/Flood SOP Review
- Incident Command System Orientation

Courses Presented by Oahu Civil Defense Agency

The following courses were presented by OCDA to sustain the emergency response capabilities of the City:

- Community Emergency Response Team (CERT)
- Local Government Role in Emergency Management
- Civil Defense Plans and Procedures to Police Recruits
- RACES - Ham Radio Operators Course
- E-Team Program Familiarization Course
- Executive Seminar on Hurricanes
- Executive Seminar on Hazard Mitigation Planning
- High Surf SOP
- Explosives Identification
- Community Emergency Response Team
- Terrorism Awareness
- Hurricane Season Forecast
- Disaster Mental Health

EXERCISES

The Oahu Civil Defense Agency conducted or participated in the following exercises and drills:

Hurricane

OCDA participated in the annual statewide hurricane exercise conducted during the period May 10 -21, 2005. Makani Pahili 2005 involved federal, state, county and private agencies. The purpose was to validate disaster plans and response capabilities.

We conducted this year's exercise in three phases:

Phase I consisted of an Executive Hurricane Seminar for Department Directors and Deputies.

Phase II consisted of two exercises, the first being an Emergency Operations Center command post exercise (CPX) to test internal notifications, warnings and preparedness actions. The second part was an island-wide RACES/800 MHz Communications exercise. RACES tested the "Simplex" function of amateur radio, 800 MHz interface and message handling between RACES and Civil Defense Volunteers.

Phase III consisted of two EOC/E-team workshops. These workshops ensure a high level of efficiency of Civil Defense Coordinators and key staff during a catastrophic event.

Tsunami

OCDA participated in the bi-annual statewide Tsunami communications. This test involved federal, state, county and private agencies and verified the communications portion of the Tsunami Standard Operation Procedure (SOP).

School Tsunami Evacuation

Participated and assisted in tsunami evacuation exercises of:

- Hau'ula Elementary School
- Haleiwa Elementary School
- Iroquois Point Elementary School
- Kaaawa Elementary School
- Laie Elementary School
- Nanaikapono Elementary School
- Waialua Elementary School
- Waianae High School

School Evacuation Exercises

Participated and consulted in emergency evacuation exercises of:

- Kawanakoa Middle School
- Waipahu High School
- Lehua Elementary School
- Aliamanu Elementary School
- Kaimuki High School

RACES Communications

The Radio Amateur Emergency Services group participated in the following exercises:

- Statewide Hurricane Exercise
- Annual Amateur Radio Relay League (ARRL) Simulated Emergency Test
- Bi-annual Statewide Tsunami Exercise

Strategic National Stockpile (SNS) Exercise

Although not slated until August 2005, the SNS Exercise has been planning and preparing since June 2003. OCDA participated in the initial planning stages, providing feedback as one of the "trusted agents" that was privy to all information. Monthly planning meetings and a tabletop exercise in June 2005 will culminate in a major field exercise in August 2005 for responders, the State Department of Health, Healthcare Association of Hawaii and the State Civil Defense Division.

EMERGENCY MANAGEMENT OPERATIONS

Winter, 2004-2005 Floods

During December, January and February La Nina induced rainy season created significant periods of rains. Coupled with ground saturation, this caused many agricultural losses in the City. Working together with the U.S. Department of Agriculture's Farm Service Agency (FSA) and the National Conservation Resources System (NCRS), OCDA coordinated assistance to farmers to recoup losses and to replace vegetation to prevent further topsoil erosion.

October, 2004 Floods

On October 31, 2004 unseasonable heavy rains caused flash flooding of the Manoa Stream. Residents in Woodlawn and Manoa area and the University of Hawaii at Manoa sustained significant flood damage. Enough damage was sustained to warrant the Governor of the State to request and have granted a Federal Disaster Declaration, which released Federal resources to assist in recovery operations.



Oahu Civil Defense Public Information Display

2005 Hurricane Season

Of the five (5) Hurricanes that originated in the Eastern North Pacific, no systems entered Hawaiian Waters.

OCDA activated the Honolulu Emergency Operating Center for, coordinated response to, or was alerted and monitored the following emergency situations during the period:

<u>EVENT</u>	<u># OF DAYS/INCIDENTS</u>	<u>EVENT</u>	<u># OF DAYS/INCIDENTS</u>
WATER SPOUT	2	MARINE OIL POLLUTION	20
BIO AGENT HOAX/THREAT	1	OIL/FUEL SPILL	6
BRUSH/WILD FIRE	3	GAS LEAK	17
ROCK/LANDSLIDE	3	THUNDER STORMS	2
FLASH FLOODING/USSFA	41	OIL SPILL EXERCISE	1
HAZARDOUS MATERIALS	1	TROPICAL CYCLONE	16
FUNNEL CLOUD	2	TSUNAMI INFO/WATCH/WARNING	50
HIGH WIND	10	SHIP CONTAINER LEAK	4
HIGH SURF (DAYS)	139	TRANSFORMER (NON PCP)	7
POWER OUTAGE	1	BOX JELLYFISH	12
INLAND OIL POLLUTION	8	TOTAL	346



***Oahu Civil Defense Agency Radio Amateur
Communications Emergency Service Field Day HAM
Radio event***

Guard Red Hill Housing Fair, Wal-Mart stores, Costco Safety Week, Sheraton Hotels Employee Fair, ADA/CAIT Conference, Bishop Museum Malama I Ke Kai, Pacific Tsunami Museum, New Food & Product Fair, Home and Garden Show, Pet Walk, Building Industry of America trade show, and other events.

We participated in the 4th Annual Pearl City Home Depot Hurricane Preparedness Fair. The event attracted more than 5,000 shoppers and brought the message of disaster awareness and preparedness to the forefront.

OCDA partnered with State Civil Defense during the annual April is Tsunami Awareness Month activities which include the release of a DVD specifically targeting our island surfers to educate them about the dangers of attempting to surf a tsunami.

PUBLIC EDUCATION AND INFORMATION

Several local television stations continued to assist in our effort to raise public awareness of natural hazards by providing public service air time to broadcast the OCDA produced 18-minute video: "Storm Alert-Hurricanes in Hawaii".

The Civil Defense Speakers Bureau Program continued its active involvement in the community. OCDA staff members participated in the agency's outreach public speaking program to educate a broad cross-section of the Oahu population, to include private businesses, school children, community associations, Neighborhood Boards, professional organizations, senior citizens groups, Boy and Girl Scouts, hospital staffs, clubs, church groups, and government agencies. A total of 92 public speaking appearances were conducted, reaching an audience of more than 102,300 people on Oahu during the period.

Civil Defense public relations displays and information centers were established at various locations: Pet Expo, 18th Annual Seniors Fair, Waialua Community Association Fair, U.S. Coast

FISCAL SUMMARY

The following expenditures were made during the fiscal year as compared to the budgeted amounts:

Fiscal Summary

<u>OCDA OPERATING EXPENDITURES:</u>	<u>ACTUAL</u>	<u>BUDGETED</u>
Salaries	\$488,309.00	\$478,542.00
Current Expenses	\$ 99,808.00	\$134,825.00
Equipment	\$0.00	\$0.00
Total	\$558,117.00	\$613,367.00

FEMA Grant:

Under the provisions of the Federal Emergency Management Agency (FEMA) State/Local Assistance Program (SLA), part of the annual civil defense budget is reimbursed to the City in the form of a Federal matching Grant.

FY 04 (ACTUAL)

SLA Federal Program (PL-85-606) \$130,757.00

State Grants:

Civil Defense Coordinator (Police Department) \$29,200.00

Local Emergency Planning Committee (LEPC) \$42,198.00